

## Agenda

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# *Town of Fairview*



### **Agenda**

Town Council Meeting

**November 9, 2021**

6:30 pm

*Meeting will be in the Fairview Town Hall Meeting Room*

**1. Call the meeting to order: ---Mayor Thomas**

Invocation

Pledge of Allegiance

- a. Agenda Changes
- b. Approval of Agenda

**2. Public Comments\*\* / Presentations:**

**3. Consent Agenda:**

- a) Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
- b) Land Use Report---*Report Accepted as Information*
- c) Fund Balance Worksheet 2021-2022 --- *Report Accepted as Information*
- d) Fairview Park Event October Draft Minutes (*Minutes Accepted as Information*)
- e) Fairview Park Facility Draft Minutes (*No October Meeting*)
- f) Planning Board Draft Minutes (*No October Meeting*)
- g) Approve Council Minutes for October 12, 2021

## Agenda

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h) Proclamation for Fairview School Choice Week 2022

i) Proclamation for Veterans Day 2021

#### **4. Items of Business:**

**Item 1: Approve contract with Melanie D. Cox with Cox Law Firm LLC** to provide legal services to the Town of Fairview and give Mayor Thomas the authority to sign said contract --- Mayor Thomas

**Item 2: Discuss/Approve Piedmont Band Booster Sponsorship** --- *John Biggers*

#### **5. Council Comments:**

#### **6. Adjournment**

**AS A COURTESY, PLEASE TURN CELL PHONES OFF WHILE MEETING IS IN PROGRESS**

**\*\* Public Comments are limited to 3 minutes**

# Consent Agenda

A consent agenda is an effective means of managing the length of a meeting. It is normally made up of routine items that are not controversial in nature and upon which no further discussion is anticipated. Action on the consent agenda usually occurs early in the meeting with all items listed being approved by one motion and vote.

If any member of the governing body feels the need to discuss one or more of the items more fully, the item may be removed from the consent agenda and placed on the regular agenda.

**Town of Fairview  
Balance Sheet  
As of November 3, 2021**

	Nov 3, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
First National Bank	400,629.26
Total Checking/Savings	400,629.26
Other Current Assets	
Franchise Tax Receivable	29,195.44
Investments	
Investments NCCMT	1,062.47
Total Investments	1,062.47
Other receivables	78.57
Prepaid assets	3,186.00
Sales Tax Receivable	4,877.20
Taxes receivable	1,652.60
Taxes receivable - ad valorem	-1,488.54
Taxes receivable - motor veh	707.44
Total Other Current Assets	39,271.18
Total Current Assets	439,900.44
Fixed Assets	
Accumulated Depreciation	-312,922.07
Building and Improvements	1,181,642.75
Computer Equipment	12,643.66
Furniture and Equipment	1,698.00
Land	734,289.94
Land improvements	17,545.00
Leasehold improvements	27,486.25
Park equipment	148,928.88
Rental House	137,436.59
Total Fixed Assets	1,948,749.00
<b>TOTAL ASSETS</b>	<b>2,388,649.44</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	9,145.93
Total Accounts Payable	9,145.93
Other Current Liabilities	
Accrued payroll	4,099.92
Deferred revenue - ad valorem	1,923.45
Payroll Liabilities	367.81
Prepaid taxes	12.44
Security deposit - rental house	1,395.00
Total Other Current Liabilities	7,798.62
Total Current Liabilities	16,944.55
Long Term Liabilities	
Note payable on park land	520,000.00
Total Long Term Liabilities	520,000.00
Total Liabilities	536,944.55
Equity	
Amount to be provided for LTD	-520,000.00

10:46 AM  
11/03/21  
Accrual Basis

**Town of Fairview**  
**Balance Sheet**  
As of November 3, 2021

	Nov 3, 21
Equity	
Fixed assets	1,948,749.00
Total Fund Balance	1,207,568.00
Total Equity	3,156,317.00
Retained Earnings	-800,087.04
Net Income	15,474.93
Total Equity	1,851,704.89
TOTAL LIABILITIES & EQUITY	2,388,649.44



10:47 AM

11/03/21

Accrual Basis

**Town of Fairview**  
**Profit & Loss Budget vs. Actual**  
**July 2021 through June 2022**

	Jul '21 - Jun 22	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
Ad Valorem taxes	10,849.04	108,000.00	-97,150.96	10.0%
Alcoholic beverage	0.00	16,000.00	-16,000.00	0.0%
ARP Funds	133,598.25			
Donation - vendors	4,715.75			
Farm Land rental	0.00	1,500.00	-1,500.00	0.0%
Fund balance appropriated	0.00	130,786.00	-130,786.00	0.0%
Interest on delinquent taxes	120.38			
Investment income	198.55			
Motor vehicle taxes	8,098.13	10,800.00	-2,701.87	75.0%
Park rental income	950.00	1,000.00	-50.00	95.0%
Rental house income	5,022.10	15,000.00	-9,977.90	33.5%
Sales and use tax	12,888.54	32,500.00	-19,611.46	39.7%
Utility Franchise taxes	30,363.68	135,000.00	-104,636.32	22.5%
Zoning fees	7,695.00	12,000.00	-4,305.00	64.1%
<b>Total Income</b>	<b>214,499.42</b>	<b>462,586.00</b>	<b>-248,086.58</b>	<b>46.4%</b>
<b>Expense</b>				
Advertising and Promotion	208.96	1,000.00	-791.04	20.9%
Audit fees	0.00	8,530.00	-8,530.00	0.0%
Bank Service Charges	156.00			
Capital Outlay - Town Hall	125,734.38	150,000.00	-24,265.62	83.8%
Debt repayment	0.00	60,280.00	-60,280.00	0.0%
Dues and Subscriptions	5,610.00	6,000.00	-390.00	93.5%
Elections expense	0.00	3,100.00	-3,100.00	0.0%
Festival expense	9,252.42	20,000.00	-10,747.58	46.3%
Fire Dept Grant	0.00	2,000.00	-2,000.00	0.0%
Grants	0.00	2,000.00	-2,000.00	0.0%
Insurance Expense	4,705.17	5,350.00	-644.83	87.9%
Internet and website	3,320.23	10,800.00	-7,479.77	30.7%
Legal fees	2,851.51	9,000.00	-6,148.49	31.7%
Miscellaneous Expense	0.00	1,000.00	-1,000.00	0.0%
Office expense	4,704.97	11,000.00	-6,295.03	42.8%
Office utilities	709.63	4,000.00	-3,290.37	17.7%
Park Maintenance	5,124.57	30,576.00	-25,451.43	16.8%
Park Utilities	528.20	2,200.00	-1,671.80	24.0%
Payroll Expenses	35,159.15	42,700.00	-7,540.85	82.3%
Payroll taxes	0.00	7,650.00	-7,650.00	0.0%
Planning and zoning	0.00	47,000.00	-47,000.00	0.0%
Professional Fees	0.00	3,000.00	-3,000.00	0.0%
Rent Expense	0.00	12,000.00	-12,000.00	0.0%
Rental house repairs, etc	303.18	1,000.00	-696.82	30.3%
Salaries - Park	0.00	10,300.00	-10,300.00	0.0%
Solid Waste Manage cost share	0.00	8,000.00	-8,000.00	0.0%
Tax collection fees	350.43	2,000.00	-1,649.57	17.5%
Telephone Expense	458.77	1,200.00	-741.23	38.2%
Training expense	0.00	500.00	-500.00	0.0%
Travel Expense	0.00	400.00	-400.00	0.0%
<b>Total Expense</b>	<b>199,177.57</b>	<b>462,586.00</b>	<b>-263,408.43</b>	<b>43.1%</b>
<b>Net Ordinary Income</b>	<b>15,321.85</b>	<b>0.00</b>	<b>15,321.85</b>	<b>100.0%</b>
<b>Net Income</b>	<b>15,321.85</b>	<b>0.00</b>	<b>15,321.85</b>	<b>100.0%</b>

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10:48 AM

11/03/21

Accrual Basis

# Town of Fairview Transactions by Account

As of November 3, 2021

Type	Date	Num	Adj	Name	Memo	Clr	Debit	Credit	Balance
<b>First National Bank</b>									
Check	10/12/2021	Draft		Duke Energy	Park utilities	X	0.00		519,694.03
Check	10/12/2021	Draft		Duke Energy	Office power	X		276.19	519,417.84
Paycheck	10/12/2021	103509		Darrell H. Baucom		X		596.85	518,820.99
Paycheck	10/12/2021	103516		Spencer L. Thomas				46.17	518,774.82
Paycheck	10/12/2021	103517		Teresa Gregorius		X		1,183.89	517,590.93
Paycheck	10/12/2021	103510		Edward D. Humphries		X		2,294.86	515,296.07
Paycheck	10/12/2021	103511		Gary H. Wilfong		X		138.53	515,157.54
Paycheck	10/12/2021	103512		Jerry C. Clontz		X		947.40	514,210.14
Paycheck	10/12/2021	103513		John A. Biggers, Jr.				138.53	514,071.61
Paycheck	10/12/2021	103514		Patricia H. Kindley		X		138.53	513,933.08
Paycheck	10/12/2021	103515		Phillip C. Thomas		X		184.70	513,748.38
Liability Check	10/12/2021	To Print		IRS	55-0789092	X		2,273.86	511,474.52
Check	10/12/2021	103518		WM Corporate Ser...	Garbage service	X		111.10	511,363.42
Check	10/12/2021	103519		FNB Commercial C...	credit card payment	X		998.20	510,365.22
Check	10/12/2021	103520		Ground 40	Parking and games for Festival	X		1,500.00	508,865.22
Check	10/12/2021	103521		Mike Medlin	Festival expense	X		105.65	508,759.57
Check	10/12/2021	Draft		Duke Energy	Park power	X		126.23	508,633.34
Check	10/12/2021	Draft		Duke Energy	Office power	X	0.00		508,633.34
Bill Pmt - Check	10/13/2021	103522		Clark, Griffin and M...	Legal fees related to purchase of t...	X		842.75	507,790.59
Bill Pmt - Check	10/13/2021	103523		Union County	Purchase of Town Hall building	X		125,000.00	382,790.59
Deposit	10/13/2021				Deposit	X	275.00		383,065.59
Deposit	10/14/2021				Deposit	X	3,303.77		386,369.36
Deposit	10/15/2021				Deposit	X	50.00		386,419.36
Deposit	10/15/2021				Deposit	X	175.00		386,594.36
Deposit	10/15/2021				Deposit		902.51		387,496.87
Deposit	10/15/2021				Deposit	X	200.00		387,696.87
Deposit	10/15/2021				Deposit	X	10,901.44		399,598.31
Check	10/19/2021	Draft		Verizon Wireless	Ed's cell phone	X		114.66	398,483.65
Deposit	10/21/2021				Deposit	X	1,255.50		399,739.15
Deposit	10/22/2021				Deposit	X	100.00		399,839.15
Deposit	10/22/2021				Deposit	X	500.00		400,339.15
Check	10/23/2021	Draft		Spectrum	Phone, internet and TV	X		249.98	400,089.17
Check	10/25/2021	Draft		Great American Fin...	Copier	X		145.02	399,944.15
Deposit	10/29/2021				Deposit	X	675.00		400,619.15
Check	10/31/2021				Service Charge	X		39.00	400,580.15
Deposit	10/31/2021				Interest	X	49.11		400,629.26
Total First National Bank							18,387.33	137,452.10	400,629.26
<b>TOTAL</b>							<b>18,387.33</b>	<b>137,452.10</b>	<b>400,629.26</b>

10:49 AM

11/03/21

Accrual Basis

**Town of Fairview**  
**Transaction Detail By Account**  
**July 2021 through June 2022**

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
<b>Festival expense</b>								
Check	07/13/2021	103437		FNB Commercial Credit ...	Credit card charges	32.51		32.51
Check	08/10/2021	103467		Briolive	Deposit for The Castaways f...	2,750.00		2,782.51
Check	08/10/2021	103469		FNB Commercial Credit ...	credit card payment	27.99		2,810.50
Bill	08/26/2021	08262021		McKensie Lorenz	Security for festival - voided...	0.00		2,810.50
Bill	09/09/2021	09092021		Michael J. Privette	Security for Music in the Park	90.00		2,900.50
Bill	09/10/2021	09102021		Ronald Thomas	Festival items	64.31		2,964.81
Check	09/14/2021	103491		Hometown Heroes	Parking for Music Festival	300.00		3,264.81
Check	09/14/2021	103492		FNB Commercial Credit ...	Credit card payment	266.88		3,531.69
Check	10/02/2021	103495		Chad Price	Music	500.00		4,031.69
Check	10/02/2021	103496		Rick Greene	Music	500.00		4,531.69
Check	10/02/2021	103498		Lee Ward	Music and DJ	1,600.00		6,131.69
Check	10/02/2021	103499		Union County Tractor Club	Festival parking	200.00		6,331.69
Check	10/02/2021	103500		Ryan Jacob Smith	Security for Festival	210.00		6,541.69
Bill	10/08/2021	127830		RCS, Inc.	Porta potty rental for festival	390.00		6,931.69
Check	10/12/2021	103519		FNB Commercial Credit ...	credit card payment	715.08		7,646.77
Check	10/12/2021	103520		Ground 40	Parking and games for Festi...	1,500.00		9,146.77
Check	10/12/2021	103521		Mike Medlin	Festival expense	105.65		9,252.42
Total Festival expense						9,252.42	0.00	9,252.42
<b>TOTAL</b>						<b>9,252.42</b>	<b>0.00</b>	<b>9,252.42</b>

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10:50 AM

11/03/21

Accrual Basis

**Town of Fairview**  
**Transaction Detail By Account**  
 July 2021 through June 2022

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
<b>Office expense</b>								
Bill	07/05/2021	07052021		Teresa Clontz	Cleaning office	100.00		100.00
Check	07/13/2021	103436		WM Corporate Servi...	Monthly waste charge	111.10		211.10
Check	07/13/2021	103437		FNB Commercial Cr...	Credit card charges	13.93		225.03
Bill	08/02/2021	08022021		Teresa Clontz	Cleaning	100.00		325.03
Bill	08/02/2021	1496		Taylor's Landscapin...	Roundabout	210.00		535.03
Check	08/10/2021	Draft		Great American Fin...	Copier	165.33		700.36
Check	08/10/2021	103466		WM Corporate Servi...	Garbage service	111.10		811.46
Check	08/10/2021	103469		FNB Commercial Cr...	credit card payment	942.88		1,754.34
Deposit	08/13/2021			citizens	Ed's personal deposit 27...	0.00		1,754.34
Bill	08/24/2021	649541		Killingsworth Enviro...	Pest control	125.00		1,879.34
Bill	08/27/2021	1501		Taylor's Landscapin...	Roundabout	140.00		2,019.34
Bill	09/01/2021	0096526-473...		Waste Management	Garbage service	111.10		2,130.44
Bill	09/06/2021	09062021		Teresa Clontz	Cleaning	100.00		2,230.44
Bill	09/13/2021	09/13/2021		Ed Humphries	reimburse postage	12.60		2,243.04
Check	09/14/2021	103492		FNB Commercial Cr...	Credit card payment	1,253.34		3,496.38
Check	09/25/2021	Draft		Great American Fin...	copier	145.02		3,641.40
Bill	10/04/2021	1505		Taylor's Landscapin...	Roundabout maintenance	140.00		3,781.40
Bill	10/06/2021	10062021		Teresa Clontz		100.00		3,881.40
Check	10/12/2021	103518		WM Corporate Servi...	Garbage service	111.10		3,992.50
Check	10/12/2021	103519		FNB Commercial Cr...	credit card payment	283.12		4,275.62
Bill	10/19/2021	713176		Killingsworth Enviro...	Pest control	131.25		4,406.87
Check	10/25/2021	Draft		Great American Fin...	Copier	145.02		4,551.89
Check	11/25/2021	Draft		Great American Fin...	Copier	153.08		4,704.97
Total Office expense						4,704.97	0.00	4,704.97
<b>TOTAL</b>						<b>4,704.97</b>	<b>0.00</b>	<b>4,704.97</b>

10:51 AM

11/03/21

Accrual Basis

**Town of Fairview**  
**Transaction Detail By Account**  
 July 2021 through June 2022

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>Park Maintenance</b>							
Bill	08/02/2021	1496	Taylor's Landscaping...	Lawn maintenance	1,337.50		1,337.50
Bill	08/02/2021	1496	Taylor's Landscaping...	Top of Hill	200.00		1,537.50
Check	08/10/2021	103464	Jerry C. Clontz	Park supplies	82.07		1,619.57
Bill	08/27/2021	1501	Taylor's Landscaping...	Lawn maintenance	1,337.50		2,957.07
Bill	08/27/2021	1501	Taylor's Landscaping...	Top of hill at park	160.00		3,117.07
Check	09/14/2021	103493	Leon Whitley	Reimbursement m...	100.00		3,217.07
Check	09/14/2021	103494	Mike Medlin	Reimburse for mow...	100.00		3,317.07
Bill	10/04/2021	1505	Taylor's Landscaping...	Normal charge	1,337.50		4,654.57
Bill	10/04/2021	1505	Taylor's Landscaping...	Park extra mowing ...	470.00		5,124.57
Total Park Maintenance					5,124.57	0.00	5,124.57
<b>TOTAL</b>					<b>5,124.57</b>	<b>0.00</b>	<b>5,124.57</b>

# OCTOBER 2021 ZONING PERMITS

<u>Date</u>	<u>Ck#</u>	<u>Permit #</u>	<u>Type</u>	<u>Fee \$</u>	<u>Name</u>	<u>Address</u>	<u>Parcel #</u>
10/5/21	11221	TUP 21079	Temp Permit	\$75	Sreekar Annadi-- Temple	2006 W Highway 218	082820129D
10/5/21	259	MS 21080	Minor	\$425	Phoenix	Indian Trail-Fairview	08228025A
10/7/21	1992	NR-C 21081	Comp	\$100	SRB Design-Temple	2006 Highway 218 W	08282019D
10/7/21	CC	R 21082	Home	\$125	Andrea Griffin	808 Old Dutch Road West	8252013
10/11/21	CC	MS 21083	Minor	\$275	Hilton	Brief	
10/14/21	CC	MS 21084	Minor	\$200	Burris	Tesh Road	8156007
10/19/20	CC	NR-C 21085	Cell Tower	\$500	Crown Castle-Simpson Rd	801 Simpson Road	8228010
10/19/21	Cash	Comp 21086	Comp	\$100	Oleg Davidor	6905 West Duncan	08258001A
10/21/21	A*****	H 21087	Home	N/A	Brendon Plyler	523 Hopewell Church Road	08183002C
*****The above is to replace zoning application dated 03/12/21							
10/28/21	1071	Comp 21088	Comp	\$100	Josh Pressley	424 E Highway 218	08189023D
10/28/21	3040	Comp 21089	Comp	\$100	Davis	8018 W Duncan Rd	08219001C
10/28/21	3799	A 21090	Accessory	\$100	Jose Rangel	9405 Indian Trail-Fairview	8255005
10/28/21	1712	Comp 21091	Comp	\$100	BydesignCustom Homes	9108 Mill Grove	8282034
10/28/21	2971	MS 21092	Minor	\$275	James Belk	Tract #5 Lois Burris Estate	8285067
		14		\$2,475			
<b>TOTAL</b>							

# FUND BALANCE WORKSHEET 2021/2022

Beginning Spendable Fund Balance      **\$338,137**  
(as of 6/30/2021)

POLICY - Reserve in Spendable Fund Balance      **\$200,000**

Spendable Fund Balance      **\$138,137**  
(as of 6/30/2021)

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
1	7/13/2021	Purchase of Town Hall	Fund balance	150,000.00
			New Spendable Fund Balance	-11,863.00

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
			New Spendable Fund Balance	

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
			New Spendable Fund Balance	

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
			New Spendable Fund Balance	

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
			New Spendable Fund Balance	

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
			New Spendable Fund Balance	

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
			New Spendable Fund Balance	

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
			New Spendable Fund Balance	

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
			New Spendable Fund Balance	





**Town of Fairview  
Fairview Park Event Committee Meeting  
October 15, 2021**

The following Fairview Park Event Committee members were present: Lisa Thomas, Tracy Biggers, Gayle Brock, Leah Jordan, Mike Medlin, Traci Price-Ferguson and Spencer Thomas

Others present: Teresa Gregorius, Town Clerk

**Public Comments**

None

**Items of Business**

**A. Winter Festival**

Festival is set for December 11<sup>th</sup>.

A delegation from Antioch Baptist Church approached the committee about incorporating their "Walk Through Bethlehem" program with the Winter Festival. The committee discussed. The Event Committee was split on whether to move forward. Mrs. Thomas will speak with the Council at their next meeting.

Lisa Thomas adjourned the meeting.

Respectfully submitted,

\_\_\_\_\_  
Teresa Gregorius  
Town Clerk

\_\_\_\_\_  
Lisa Thomas  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021



**Town of Fairview  
Fairview Park Event Committee Meeting  
October 21, 2021**

The following Fairview Park Event Committee members were present: Lisa Thomas, Gayle Brock, Mike Medlin, Traci Price-Ferguson, Todd Donaldson, Scott Cuthbertson and Spencer Thomas

**Public Comments**

None

**Items of Business**

**A. Winter Festival**

Festival is set for December 11<sup>th</sup> from 4:00 – 7:00 PM

Mrs. Thomas reported that Antioch Baptist has decided not to do the Walk-Through Bethlehem during the festival.

Events discussed may include:

- Trolley ride
- Hayride
- Bucket ride (kids)
- Santa writing
- Snow machine
- Cookies
- Singing – Trinity Youth Band, Piedmont Band, Fairview Elem., New Salem Elem, Benton Heights Elem.
- Hired a Santa that can do sign language. Santa will come in on a fire truck at 4:45
- Extra parking at town hall and church
- Chad Price – PA System
- Ugly Christmas Sweater Contest @ 6:45 PM
- Camper and tree lot

Businesses/Churches participating so far: Union Grove UMC, Brooks Farms, Clontz Trucking, Bethlehem Presbyterian, American Legion/New Salem, Fairview Fire Dept, Tyson Services

Lisa Thomas adjourned the meeting.

Respectfully submitted,

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Spencer Thomas  
Administrative Assistant

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Lisa Thomas  
Chairman

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021

DRAFT



**Town of Fairview  
Regular Town Council Meeting  
October 12, 2021**

The following Council members were present: Mayor Phil Thomas, John Biggers, Jerry Clontz, Patricia Kindley, and Gary Wilfong.

Others present: Darrell Baucom, Financial Officer; Ed Humphries, Land Use Administrator/Deputy Clerk; Teresa Gregorius, Town Clerk and Spencer Thomas, Administrative Assistant

**Agenda Changes**

Mayor Thomas stated that he would like to add:

- Item #3 Lisa Thomas to discuss Winter Festival
- Item #4 Hire engineer for septic system design for Town Hall

**Approval of Agenda**

Patricia Kindley made a motion to approve the agenda as amended. Jerry Clontz seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

**Public Comments**

None

**Consent Agenda**

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information
- c) Accept Fund Balance Worksheet 2020-2021 report as Information
- d) Fairview Park Event August Draft Minutes --- (No September Meeting)
- e) Fairview Park Facility August Draft Minutes --- (No September Meeting)
- f) Planning Board August Draft Minutes --- (No September Meeting)
- g) Approve Council Regular Minutes for September 14, 2021



Gary Wilfong made a motion to approve the consent agenda. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

### **Items of Business**

#### **Item 1: Discuss/Approve Major-Minor Subdivision Requirements/Policies**

Ed Humphries presented the final version of the Major/Minor Subdivision Policy (Exhibit A). Mr. Humphries reiterated that this policy had been developed and reviewed and updated by both the Planning Board and the Council in the past few months. He also reiterated that this is a policy, not an ordinance, so it can be changed/updated by the Planning Board and Council at any time.

Patricia Kindley made a motion to adopt the Major/Minor Subdivision Policy as presented. John Biggers seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

#### **Item 2: Discuss/Approve Heating/Air System for Council Meeting Room**

Ed Humphries presented information and bids on updating the heating/air in the meeting room. The three bids ranged from \$10,941 to \$16,900. The current window units are older and inefficient and make hearing difficult for the audience when operating. The bids presented are to install the same system that is in the administrative office. The Council discussed.

Gary Wilfong made a motion to approve the Air Direct bid of \$10,941.00 to install heating/sir system after the purchase of the Town Hall building has been completed. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

#### **Item 3: Discuss Winter Festival**

Lisa Thomas, Chairman of the Fairview Park Event Committee reported that the Winter Festival will be held December 11, 2021. A committee from Antioch Baptist Church approached the committee about incorporating their "Walk Through Bethlehem" program with the Winter Festival. The Event Committee was split on whether to move forward. Mrs. Thomas asked the Council for their opinion. Antioch wanted to set up around the pond. Comments were made that the heavy trucks and equipment needed to set up their displays would damage the walking track and ground around the pond. Consensus was that if Antioch was agreeable to setting up somewhere on the park property other than the pond area that would be fine. Mrs. Thomas said she would speak with the Antioch Committee.

#### **Item 4: Discuss/Approve Hiring Engineer for Septic System Design for Town Hall**

Mayor Thomas reported that once the town purchases the town hall site, the septic system will need to be reviewed and updated or replaced. The current system has piping that runs underneath the old school building. The town will need to hire an

engineer to investigate/design a septic system at a cost of up to \$10,000. The Council discussed.

Gary Wilfong made a motion to authorize Mayor Thomas to hire an engineer to investigate/design a septic system at a cost of up to \$10,000. John Biggers seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

### **Council Comments**

All the Council members thanked Lisa Thomas and the Event Committee for an excellent Fall Festival.

Patricia Kindley reported that she attended the funeral service for our town attorney Joe McCollum.

Jerry Clontz stated that Mary Lou Starnes won the gift card at the booth he had at the Fall Festival. There will be several kids fishing days and tournament at the pond in October.

Mayor Thomas stated that he also attended the funeral service for Mr. McCollum. Mayor Thomas also attended the Chamber of Commerce Elected Officials Reception last week and met with several local and state officials (Todd Johnson, Dean Arp, Mark Brody, representative from Paul Newton's office, Mark Watson). Dean Arp updated the mayor on the progress of the state budget. If passed, Fairview will receive \$50,000 for the purchase of town hall and \$250,000 for the park (no conditions regarding the funds other than funds cannot be used to pay down the loan on the land). Mark Watson, UC Manager updated the mayor noting that he had signed the contract for Fairview to purchase the town hall site at a cost of \$125,000. Mayor Thomas stated that with the passing of Attorney McCollum the town will need to hire another attorney. We have reached out to several area attorneys and municipalities and will be meeting with an attorney who comes recommended, and currently works with two local municipalities.

Jerry Clontz made a motion to adjourn. John Biggers seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Respectfully submitted,

---

Teresa Gregorius  
Town Clerk

---

Phil Thomas  
Mayor

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2021



# Exhibit A

## Town of Fairview Subdivision Policy

### MINOR Subdivision – 5 lots or Less

### MAJOR Subdivision – 6 lots or More

#### Requirements for MINOR Subdivisions

- Access built to state requirements
- Each lot must have own septic system and well approved by Union County Environmental
- Public water, if available on the road you access
- Maintenance agreement on road serving property (if not built to NCDOT standards)
- Street connectivity:
  - Needed in minor and major depending on street layout to main access

#### Requirements for MAJOR Subdivisions

- Public water and sewer, if available
  - Available would mean within 2500 ft. and built to Union County Public Works requirements. NO package plants
  - If not available: well and septic system permit required by Environmental Health Union County
- All public utilities must be underground
- Streets must be built to state (NCDOT) standards
- HOA required if subdivision has common grounds
- 10% open space \* Road medians would count toward requirement.
- Curb/gutter/sidewalk. \* No curb required, if not needed.
- Sidewalk on one side of street, if Curb is required
- Street connectivity:
  - Needed in minor and major depending on street layout to main access
- Street trees-if needed (plan review)
- Streetlights-if needed (plan review)



## PROCLAMATION

### Fairview School Choice Week

WHEREAS all children in FAIRVIEW should have access to the highest-quality education possible; and,

WHEREAS FAIRVIEW recognizes the important role that an effective education plays in preparing all students in FAIRVIEW to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of FAIRVIEW; and,

WHEREAS FAIRVIEW is home to a multitude of high quality public and nonpublic schools from which parents can choose for their children, in addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS FAIRVIEW has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, Phil Thomas do hereby recognize January 23 – 29, 2022 as FAIRVIEW School Choice Week, and I call this observance to the attention of all of our citizens.

---

Phillip C. Thomas, Mayor of Fairview





## PROCLAMATION VETERANS DAY

**WHEREAS**, we are pleased and honored that the Town of Fairview's Council has joined together again this year to pay tribute on this day to the dedicated veterans who have served this great nation with such distinction, both in peace time and in war; and

**WHEREAS**, our community has a continuing sense of gratitude to those who have given so much in the defense of the freedoms which we all continue to enjoy; and

**WHEREAS**, Americans have an abiding faith in the ideals and strengths on which our great nation was founded, in our democratic process, and in the men and women of the armed forces who have served our country so well; and

**WHEREAS**, in honor of these dedicated men and women, we pledge our continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of a people dedicated to the principles of freedom and democracy; and

**WHEREAS**, on this patriotic occasion, let us all commit ourselves to the great need of fostering a spirit of rededication to the ideals that have served as the foundation of this great country – "One nation, under God, indivisible, with liberty and justice for all."

**NOW, THEREFORE**, I, Phillip Thomas, Mayor of the Town of Fairview, do hereby proclaim Thursday, November 11, 2021, as:

### *Honor Our Veterans Day*

in the Town of Fairview and urge all our citizens to honor our veterans and rededicate themselves to the preservation of our liberties under the Constitution.

---

Phillip C. Thomas, Mayor of Fairview

# Approve Law Firm Contract

STATE OF NORTH CAROLINA

COUNTY OF UNION

### **AGREEMENT**

THIS AGREEMENT made and entered on this the \_\_\_\_ day of \_\_\_\_\_, 2021, by and between Melanie D. Cox (hereinafter referred to as "Attorney") and the Town of Fairview, North Carolina (hereinafter referred to as "Town");

### **RECITALS:**

Town desires to hire Attorney to perform legal services, and each party desires to reduce their agreement to writing.

**NOW THEREFORE**, in consideration of the mutual promises herein contained, the parties agree as follows:

1. Town does hereby retain Attorney as Town Attorney to perform legal services as described in Paragraph 2 below. It is agreed and understood that Attorney or attorneys in Cox Law Firm, PLLC, will provide the services required under this contract, which services shall be billed and compensated at the same rate.

2. Attorney shall provide legal services representing Town in all legal matters. Nothing herein shall prevent the Town from obtaining legal services from other sources, in the event that a matter requires specialized legal knowledge or in the event the Attorney is disqualified due to a conflict of interest. In the event that a claim is filed against the Town that is defended by the Town's liability insurance company, Attorney will not represent the Town in that matter unless requested to do so by Town Council.

Attorney shall provide legal services under this contract when authorized to do so as follows:

- (a) Upon the request or direction of the Town Council;
- (b) Upon the request or direction of the Town Mayor;
- (c) Upon the request or direction of the Land Use Administrator/Deputy Clerk.

The authorization to the Attorney may be oral or written. The Attorney shall not undertake research, preparation of documents, or other work that would result in substantial billing being generated to the Town without authorization as set forth above.

Legal representation is intended for the Client, the Town of Fairview, and does not include legal representation for individual staff members or individual elected officials. Any



communication between the Town Attorney and any member of the Town of Fairview Town Council is not confidential with respect to any other member of the Town Council.

3. Attorney will not accept employment in any matter adverse to the Town, or any of its departments or agencies, any representation before the Fairview Board of Adjustment, or any matter before any board created by Fairview, or to which the Fairview Town Council makes any appointments.

4. For all legal work performed by Cox Law Firm, PLLC, attorney will be compensated at a rate of \$225.00 per hour. Travel time expended in representation of the Town is to be billed at the rate of \$225.00 per hour. Paralegal time will be billed at \$85.00 per hour.

5. The Town shall pay Attorney a monthly retainer of \$250 per month. The retainer is intended to compensate Attorney for not accepting employment as described in Paragraph 3 above, as well as compensate Attorney for providing quick responses to legal issues presented.

6. Attorney may attend law related seminars that are directly related to the legal work required under this Contract and shall be reimbursed by the Town for registration fees, travel, and room and board, not exceeding \$1,000 per year. Attorney shall not be paid an hourly rate for attending these seminars. In the event Attorney has multiple municipal clients, Attorney may split these fees amongst the clients.

7. Billings shall be submitted on a monthly basis, at the end of the month. The billings will be in such format as is agreed to between Attorney and the Mayor. The billings shall be broken down as to matters worked upon and the department as directed by the Mayor.

8. Town shall reimburse attorney for mileage incurred in travel for the representation of Town at the rate set for mileage reimbursement by the Internal Revenue Service, but Attorney will not charge Town mileage for travel to and from Fairview.

9. Town shall reimburse Attorney for meals and lodging expenses incurred while out of town incident to her representation of the Town.

10. Town shall reimburse Attorney for incidental expenses actually incurred by Attorney incident to representation of Town, which shall include (1) copies at the rate of 20 cents per copy; (2) all court costs and filing fees; (3) postage; (4) air fare or other means of transportation and (5) any other out-of-pocket expenses.

11. Attorney is employed by the Town to represent the Town in matters referred to in Paragraph 2, above. Attorney shall not act in the capacity as a general "overseer" of the Town. In addition, Attorney shall not act in the capacity as a general "overseer" on any matter of Town business, but shall act upon and render advice and services when specifically requested by the Town Council or the Mayor on a specific matter or matters. Attorney will be available to attend one regular meeting per month in order to render legal advice or services. Attorney shall review the Agenda Package before each meeting to identify legal issues. When requested by the Town



Council or Mayor, Attorney will attend meetings with various department heads and staff and render services and advice, for which time and services Attorney will be compensated at the hourly rate. Attorney will consider Town's business as a top priority and will at all times strive to comply with Town's request in a timely matter.

12. This Agreement shall be effective upon signing and shall automatically renew, unless Attorney is instructed that her services are no longer needed or if another agreement is signed.

**IN WITNESS WHEREOF**, the parties have set their hands and Seals the date and year first written above.

**TOWN OF FAIRVIEW**

By: \_\_\_\_\_  
Phillip C. Thomas, Mayor

**COX LAW FIRM, PLLC**

By: \_\_\_\_\_  
Melanie D. Cox, Attorney

Attest: \_\_\_\_\_  
Ed Humphries, Deputy Clerk

# Discuss PHS Band Booster Sponsorship

Ashley Pyle  
The Pride of Piedmont Marching Band  
Piedmont Band Boosters of Piedmont High School  
3006 Sikes Mill Rd.  
Monroe, NC 28110  
[Ashleypyle70@gmail.com](mailto:Ashleypyle70@gmail.com)

Dear Sir or Ma'am:

My name is Ashley Pyle, and I am writing on behalf of Piedmont High School Pride of Piedmont marching band. The band at Piedmont High School has a long history of creating lifelong memories that help prepare students for life after high school. The motto that hangs in the band classroom is, "One Chance to Succeed and One Legacy to Leave". We believe marching band students develop a mental fortitude and work ethic that will serve them throughout their life. Students learn to work as a team and marching band may make them smarter. Playing music is hard enough but throw in marching to a different tempo to what you are playing, and students become multi-tasking pros. Our students get plenty of exercise, develop lifelong friendships and get a crash course in time management.

The average cost of a typical band season is approximately \$75,000. Some of the bigger expenses are the drill and music, props, flags, uniforms, transportation, and food. This is in addition to the maintaining and replenishing instruments. Unfortunately, we only receive a very small amount funding from the school system and rely on student band fees and donations from family and community members to fill the gap. We understand the band fee can be expensive and difficult to meet for some students especially given the pandemic. However, we never want a student to miss out on being in marching band because of an inability to pay which is why we have created a scholarship fund to supplement or fully cover band dues for certain students in need.

Please consider supporting our students by financially partnering with the Piedmont Band Boosters. The Piedmont Band Boosters is a 501c3 organization and all donations are tax deductible. You can also support the band program by purchasing Gold, Silver or Bronze level sponsorships. Please see the attached flyer for more information on sponsorships.

Please contact me at [ashleypyle70@gmail.com](mailto:ashleypyle70@gmail.com) if you feel led to support the Piedmont High School Band students financially with a donation or purchasing a sponsorship. You can also visit the band website at [www.piedmontband.org](http://www.piedmontband.org).

Thank you so much for your kind consideration and we hope to hear from you soon.

*Ashley Pyle*

Ashley Pyle  
Fundraising Chairperson, Piedmont Band Boosters





PRIDE

OF PIEDMONT  
MARCHING PANTHERS

# SPONSORSHIP OPPORTUNITIES

CONTACT MIKE WEEKS, PRESIDENT  
PIEDMONT BAND BOOSTERS  
MDWEEKS@WINDSTREAM.NET



## **GoldPaw Sponsor** (\$1000 and above)

- Logo on band trailer (5"x5")\*
- Company (or organization/individual) announced at home football games\*\*
- Company (or organization/individual) listed in print programs\*\*
- Company (or organization/individual) listed on Piedmont Band website\*\*



## **SilverPaw Sponsor** (\$500)

- Company (or organization/individual) announced at home football games\*\*
- Company (or organization/individual) listed in print programs\*\*
- Company (or organization/individual) listed on Piedmont Band website\*\*



## **BronzePaw Sponsor** (\$100)

- Company (or organization/individual) listed in print programs\*\*
- Company (or organization/individual) listed on Piedmont Band website\*\*

\* Logos will remain for the life of the trailer wrap  
(approx. 5+ years from original installation- Fall 2017)

\*\* For one complete calendar year at time of payment

**501C3**

As a 501c3 booster club, all donations are tax deductible.  
For more information about our award-winning band program:  
<http://www.piedmontband.org/>